



**Fairfax-Falls Church
Community Policy & Management Team
Children's Services Act
Provider Application Instructions
FY17**

Thank you for your interest in becoming or continuing as a provider of services for the Fairfax-Falls Church System of Care Children's Services Act program.

The Children's Services Act for At-Risk Youth and Families (CSA) is a Virginia law enacted in 1993 that establishes a single state pool of funds to purchase services for at-risk youth and their families. The state funds, combined with local community funds, are managed by local interagency teams that plan and oversee services to youth. The Community Policy and Management Team (CPMT) is the governing body described in VA Code § 2.2-5205 for administration at the local level.

Mission Statement of the Fairfax-Falls Church CPMT

The mission of the **Fairfax-Falls Church CPMT** is to provide leadership in the development of new concepts and approaches in the provision of services to children, youth and families of Fairfax County and the cities of Fairfax and Falls Church. The primary focus of the CPMT is to lead the way to effective services to children already at risk of experiencing emotional/behavioral problems--especially those at risk or in need of out-of-home placements--and their families.

Fairfax-Falls Church CSA system of care provides intensive, community-based services (both formal and informal) to at-risk children and families identified by Fairfax County Department of Family Services, Fairfax County Juvenile and Domestic Relations District Court, the Fairfax Falls Church Community Services Board, and the Fairfax County, and City of Falls Church Public Schools for residents of Fairfax County and the cities of Fairfax and Falls Church. Under the auspices of the CSA office and in conjunction with the CSA participating public child serving Departments and agencies, approved Provider agencies and individuals offer services to children and families eligible for services under the Children's Services Act. Through the Team Based Planning Process, Family Resource Teams, utilizing an individualized family service plan driven by the needs of the child and family, recommends all such services.

As a part of Fairfax-Falls Church's larger System of Care (SOC) for Youth and Families, the CSA program, in conjunction with the Behavioral Health System of Care for Children, Youth, and Families, is working to increase the availability and capacity for evidence-based practices/interventions along the continuum of prevention through treatment. The greater SOC is also working to enhance the community's ability to effectively identify and respond to children and families who have been exposed to trauma. Both these goals are detailed in the Fairfax-Falls Church Children's Behavioral Health System of Care Blueprint for 2016-2019, Goals 10 & 11. (<http://www.fairfaxcounty.gov/csa/bhsoc.pdf>) Both goals also support Goal 13, to develop an



Department of Administration for Human Services
Contracts & Procurement Management
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<http://www.fairfaxcounty.gov/admin/cm/>

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improved service network for high risk children to include appropriate evidence-based practices, care coordination, and crisis intervention/stabilization, in order to improve the outcomes for those served.

The CPMT has authorized two open application periods each calendar year, February 1 through March 31 and September 1 through October 31. During this time any new provider to the System of Care can submit an application to be considered and current providers can submit an application to increase or expand services or add new services. All qualified providers are invited to apply.

Qualifications for Consideration for Award of an Agreement to Purchase Services:

- Medicaid Provider enrollment—PREFERRED FOR ALL ELIGIBLE SERVICES.
- Located in the Commonwealth of Virginia.
- Licensed by the State of Virginia to provide the offered services—Agencies offering Outpatient Therapy should hold a license to provide Outpatient Mental Health Services.
- Commitment to the Fairfax-Falls Church CSA System of Care Practice Standards (http://www.fairfaxcounty.gov/csa/practice_standard3.doc)
- Provision of evidence-based practice and interventions.
- Integration of Trauma Informed principles and cultural/linguistic competence.
- Accreditation by Council on Accreditation (COA), Commission on Accreditation of Rehabilitation Facilities (CARF), or Joint Commission (formerly Joint Commission on Accreditation of Healthcare Organizations. (JCAHO))
- Organization's Outcomes for offered services.

All Potential or current Providers must submit completed:

- Provider Application
 - Include a narrative describing the organization, its mission and vision.
 - Attached Organization Chart for programs/services offered.
 - Include copies of all licenses, certifications and accreditations for the organization.
 - Include a W-9 for the organization.
 - Clinical Staff: names, license type and licensing board. (Use Clinician Qualification form with the Application for **each** licensed clinician.)
- A Provider Proposed Service and Rate Sheet correlating to the resulting APOS and the State Standardized Service Names. Providers are required to include proposed rates and specific service details.
 - Private Day School Services (Addendum A)
 - Residential Schools and Residential Treatment Centers (Addendum B)
 - In-Home Services (Addendum C)
 - Treatment Foster Care(Addendum D)
 - Group Homes & (Addendum E)



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- **Providers of Outpatient Services** will be asked to accept a rate set by the CPMT. Current rates can be seen at <http://www.fairfaxcounty.gov/admin/cm/solicitations.htm>

If you are not a Medicaid Enrolled Provider, please provide proof of application or justification for not participating with Virginia Medicaid.

Applications may be emailed to DAHSCSAcontracts@fairfaxcounty.gov or mailed to:

CSA Contracts
DAHS Contracts and Procurement Management
12011 Government Center Pkwy, Suite 738
Fairfax, VA 22035

Refer all Questions to DAHSCSAcontracts@fairfaxcounty.gov or the CSA Contracts Coordinator at 703-324-8484.

Consideration for award of an Agreement to Purchase Services is contingent upon submission of a completed and signed application, with all required supporting documents.

Approved providers will be required to enter in to an Agreement for the Purchase Services with the Fairfax-Falls Church Community Policy and Management Team, with the corresponding Addenda for each offered service and rate sheet for each fiscal year or contract period.



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